

CSC Adopted: October 2001 , CSC Revised: _____**Class Title: Senior Water Chemist****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Manages multiple laboratory operations while ensuring that water meets or exceeds state and federal regulations. Prepares operational, water quality and project reports.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	L	Manages laboratory operations by maintaining state certification, monitoring the compilation of data, preparing reports, performing analytical and laboratory tests associated with gas chromatography or atomic absorption spectrophotometry, and maintaining equipment.
2	S	Performs related duties by performing duties of water chemist and manager as needed.

CSC Adopted: October 2001 , CSC Revised: _____**CLASS REQUIREMENTS:**

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires broad knowledge in a general professional or technical field. Knowledge is normally acquired through four years of college resulting in a Bachelor's degree or equivalent.
Experience	Two years experience in analytical testing and procedural monitoring as related to water quality and water supply.
Certifications and Other Requirements	Valid Driver's License
Reading	Work requires the ability to read technical journals, manuals, government regulations, documents, reports, memorandum, and general correspondence.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division, as well as algebra and trigonometry.
Writing	Work requires the ability to write technical reports, letters, memorandum, and general correspondence.
Managerial	Managerial responsibilities include scheduling special projects, directing sample collection, and preparing budgetary documents.
Budget Responsibility	Prepares documents and does research to justify language used in documents for a unit of a department and may recommend budget allocations.
Supervisory / Organizational Control	Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling work.
Complexity	Work involves choices of action within limits set by standard practices and procedures. Professional judgment is required to apply the proper course of action.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval for purchases or projects. Works with individuals outside the City who may belong to professional or peer organizations. Working with various state and federal agencies may also be required. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers, brokers and sales representatives.

CSC Adopted: **October 2001** , CSC Revised: _____**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light X	Medium	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Performing laboratory tests
Sitting	F	Computer, desk work, driving
Walking	F	Collecting samples
Lifting	O	Equipment
Carrying	O	Equipment
Pushing/Pulling	F	Gas tanks, equipment
Reaching	F	Laboratory supplies
Handling	C	Laboratory supplies, samples, gas tanks, equipment
Fine Dexterity	C	Computer keyboard, performing laboratory tests, sample collection
Kneeling	F	Sample collection
Crouching	F	Sample collection
Crawling	R	Sample collection
Bending	F	Sample collection, performing laboratory tests
Twisting	O	Sample collection
Climbing	N	
Balancing	N	
Vision	C	Computer, desk work, reading, evaluation of tests
Hearing	C	Staff, supervisor, vendors, telephone
Talking	F	Staff, supervisor, vendors, telephone
Foot Controls	O	Driving
Other (specify)	N	

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PH meter, ISE meter, turbidimeter, balances, lachat, AE autoanalyzer, spectrophotometer, color meter, burette, ion chromatograph, perkin-elmer, gas chromatograph, distillers, deionization units, autoclaves, copy machine, fax machine, Dohrmann TOX analyzer, computer, Lotus 1,2,3, Standard Microsoft Windows and Office software, Word Perfect, TOC software, GC software (Turbo Chrome), Dionex Peaknet, Lachat DQM

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS	
Mechanical Hazards	N	Dirt and Dust	N
Chemical Hazards	D	Extreme Temperatures	N
Electrical Hazards	D	Noise and Vibration	N
Fire Hazards	N	Fumes and Odors	D
Explosives	D	Wetness/Humidity	N
Communicable Diseases	N	Darkness or Poor Lighting	N
Physical Danger or Abuse	N		
Other (see 1 below)	N		

PRIMARY WORK LOCATION	
Office Environment	--
Warehouse	--
Shop	--
Vehicle	--
Outdoors	--
Other (see 2 below)	X

(1)

(2) Laboratory

PROTECTIVE EQUIPMENT REQUIRED:

Respirator, goggles, hearing protection, lab coat, gloves, hard hat

NON-PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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NON-PHYSICAL DEMANDS	
Time Pressures	F
Emergency Situations	R
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	O
Tedious or Exacting Work	F
Noisy/Distracting Environment	F
Other (see 3 below)	N

(3)